



香港扶幼會則仁中心學校

Society of Boys' Centres Chak Yan Centre School

Notice No.: 006O_E/2627

Date: 1st September, 2026

Short-Term Electronics Safe Keeping Service

Dear Parents/Guardians,

To minimize distractions caused by the use of smart devices during class, our school provides a interim management service for students' smart devices (including: mobile phones, tablets, and smartwatches). The arrangements are as follows:

1. Parents must declare to the school whether the student will bring a smart device and provide the device model(s) information.
2. Class teachers will collect students' smart device(s) during the morning assembly and keep them for safekeeping.
3. Students can collect their smart devices from the class teacher after school or after completing after-school tutoring sessions.
4. Late students must hand in their smart device(s) to the Discipline and Guidance teacher, and can retrieve them after school.
5. During class time, students are not allowed to retrieve their smart devices without permission.
6. The school shall not be liable for any loss or damage to the device(s) during the safe keeping period.
7. If students need to contact their parents during school hour, they may do so through the class teacher or social worker who will arrange access to the school office phone.

For any enquiries, please contact the class teacher at 2779 7701.

Yours sincerely,



Principal Chan Wai Chi

Reply Slip

To: The Principal

I am the parent/guardian of student _____ (Class: _____), I acknowledge your school's "Temporary Smart Device Custody Service" and *Agree / Disagree to bring the smart device to school.

Reply to
Society of Boys' Centres Chak Yan Centre School

Parent/Guardian of student: _____

Signature: _____

Date: ____/____/202